



Lumpkin College of Business & Applied Sciences
School of Business
MBA Program

MBA Admissions Recommendation Form
 Graduate Business Studies
 Eastern Illinois University
 600 Lincoln Ave
 Charleston, IL 61920-3099
 USA
 phone: 217-581-3028 - fax: 217-581-6642

I. To the Applicant: Please complete section I of the form and have an individual who can evaluate your academic capabilities complete the remainder of the form.

Applicant: _____
Last Name First Name Middle Initial Birthdate (MM/DD/YYYY)

Address: _____
Street Address City State Zip

_____ Country Email Address

NOTICE: Public Law 93-380, the Family Education Rights and Privacy Act of 1974 grants all students the right to inspect and review all letters of recommendation written on/after January 1, 1975, except that a student may waive his/her right to inspect and review letters of recommendation by signing a waiver.

TO BE COMPLETED BY APPLICANT

Name: _____

Name of Respondent: _____

I do do not wish to waive my right of access to this letter of recommendation as provided by Public Law 93-380 to inspect or challenge the content and comments expressed in this letter.

 Signature of Applicant

II. To the Recommender: The person named above is applying for admission to the MBA Program in the Lumpkin College of Business and Applied Sciences at Eastern Illinois University. The information contained in this form will be used to assess the applicant's qualifications. If the applicant has waived the right of inspection, the recommendation will not be available to the applicant.

Please return both pages of the completed recommendation directly to the MBA Office, either by mail to the address listed at the top of this page, or by fax to 217-581-6642.

1. In what capacity do you know the applicant? _____

2. How long have you known the applicant? _____
Years Months

3. Please rate the applicant on the qualities and abilities to do graduate work listed below.

	Unable to Judge	Below Average (Below 50%)	Average (Top 50%)	Above Average (Top 25%)	Superior (Top 10%)
Skill in written communication					
Skill in oral communication					
Responsibility					
Soundness of judgment					
Exercises initiative					
Intellectual ability					
Maturity					
Respect from peers					
Mathematical aptitude					

4. What do you consider to be the applicant's strengths? _____

5. What do you consider to be the applicant's weaknesses? _____

6. Please rate the applicant's ability to succeed in the MBA Program.

_____ Unable to Judge
 _____ Below Average Not recommended
 _____ Average
 _____ Above Average
 _____ Superior

7. Please list any additional comments relating to the ability of the applicant to succeed in the program and as a future professional. _____

Signature: _____ **Date:** _____
Name: _____
Present Position: _____
Company: _____
Street Address: _____
City/State/Zip: _____
Country: _____
Telephone: _____
Email: _____

Please return this completed recommendation form to:

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 600 Lincoln Ave
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 USA

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 http://www.eiu.edu/mba/
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